

# Solano County Mosquito Abatement District

MIKE WHITE, President - Benicia  
JOHN RANKINE, Vice President - Rio Vista  
JANE GALLAGHER, Secretary - Vacaville  
JOE ANDERSON, Dixon  
MELVIN FROHRIB, Vallejo  
HOWARD LUTE, Suisun  
RONALD SCHOCK, Trustee-at-Large  
CHARLES TONNESEN, Fairfield

2950 Industrial Ct.  
Fairfield, CA 94533-6500  
Telephone (707) 437-1116  
Fax (707) 437-1187

Meetings: Second Monday Every Month  
7:30 P.M.

JON A. BLEGEN, Manager  
CAROL EVKHANIAN, Biologist  
VICTOR BARACOSA, Supervisor  
TAMI WRIGHT, Sec./Bkpr.

## MINUTES OF THE MEETING OF MAY 12, 2008 BOARD OF TRUSTEES OF THE SOLANO COUNTY MOSQUITO ABATEMENT DISTRICT

### 1. Call to order:

President Mike White called the meeting to order at 7:30 p.m. in the Solano County Mosquito Abatement District Building, 2950 Industrial Court, Fairfield, CA.

### 2. Pledge of Allegiance:

President Mike White led the pledge of allegiance.

### 3. Roll call:

Present Trustees: J. Rankine, M. White, C. Tonnesen, J. Anderson, J. Gallagher and R. Schock.

Absent Trustees: H. Lute

Also in attendance:

Jon Blegen  
Tami Wright

### 4. Minutes of the meeting of April 2008.

Unanimously approved as mailed on motion by Trustee J. Rankine seconded Trustee C. Tonnesen.

### 5. Examination of Manager's Report for the month of April 2008.

Trustee C. Tonnesen asked about the location of the one aerial application of pesticide for the month of April. Manager Blegen responded that it was on Mare Island.

Accepted as written.

**6. Payment of Bills for April 2008:**

Unanimously approved on motion by Trustee C. Tonnesen seconded Trustee J. Anderson.

**7. Examination of Financial Sheet for the month of April 2008:**

Accepted as written

**8. This time is reserved for members of the public to address the Board relative to matters of Board Business:**

No one addressed the board.

**9. Correspondence:**

- a. None

**10. New Business:**

- a. Consideration/Action on report of the Solano County Grand Jury dated April 7, 2008.

Trustee J. Anderson stated that there is no need to make comments of no purpose at board meetings. Trustee R. Schock stated that the minutes are oftentimes brief because there is not that much that needs to be brought before the board. President White stated that in his opinion the board meetings are not lengthy because the district is run efficiently and the board members are experienced and, as a consequence, take care of board business without the need for lengthy discussion.

- b. Consideration/Action on Resolution 08-02 RESOLUTION SETTING FORTH RULES GOVERNING PROCEEDINGS OF THE BOARD OF TRUSTEES OF THE SOLANO COUNTY MOSQUITO ABATEMENT DISTRICT.

Manager Blegen reviewed the language of Resolution 08-02 and the proposed rules for board proceedings attached thereto. He stressed that state law governs to a large extent how public entities conduct their meetings and specifically referred to the Brown Act. Trustee J. Anderson asked that the consideration of placement on the district's website of agendas and minutes be agendaized for the June regular meeting.

Resolution 08-02 was unanimously approved on motion by Trustee J. Anderson seconded Trustee C. Tonnesen.

**11. Unfinished Business:**

- a. None

**12. Reports:**

- a. Trustee R. Schock on his attendance at the MVCAC quarterly meeting held on April 30 through May 2, 2008 held in Monterey, CA.

Trustee R. Schock reported on his attendance at the MVCAC Quarterly Meeting in Monterey. He stated that he had concerns about the new management company hired by MVCAC. He felt that the meeting was not as well organized as in the past. He also stated that he attended numerous meetings and related that the dues structure and the reserve policy were still major topics of discussion. He also said that the Trustee Advisory Council intends on getting more involved in the management of MVCAC and in making recommendations to the Board of Directors.

**13. Board Discussions:**

President M. White thanked Manager Blegen for the district's prompt response to what turned out to be a population of midges rather than mosquitoes in Benicia. He also mentioned that he received the West Nile Awareness Week proclamation at a Benicia City Council Meeting. Manager Blegen reported that the Solano County Board of Supervisors and six of the cities in the county adopted similar proclamations.

**14. Adjournment:**

President M. White adjourned the meeting at 7:55 p.m.

Secretary

A handwritten signature in cursive script that reads "Lane Gallagher". The signature is written in dark ink on a white background.

**MANAGER'S REPORT**  
**FOR THE MONTH OF APRIL 2008**

District staff inspected 270 sources.

168 locations were treated by ground application, number of acres: 1,366.26

1 locations were treated by aerial application, number of acres: 300.00

Total acres treated: 1,666.26

Pesticide(s) used for the month were 3.00 gallons oil and 224.06 pounds dry material and 9.20 gallons liquid concentrate.

121 service requests were received for the month.

Mosquito fish were planted in 42 locations this month.

## Manager's Report

On May 19, 2008, I represented the district at the Earth Day Celebration held in Fairfield at the Administrative Center. Live mosquito larvae and adults were displayed along with mosquito fish, and pamphlets were distributed to attendees.

I attended the MVCAC Quarterly Meeting held in Monterey April 30 to through May 2, 2008. Biologist Evkhanian and Trustee R. Schock also attended. I attended the following meetings:

1. Board of Directors Meeting;
2. Research Foundation Meeting;
3. Integrated Pest management Meeting;
4. Legislative Committee (Chaired);
5. Public Relations;
6. Finance Committee.

Major topics of discussion included the potential negative effects on mosquito adulticiding posed by proposed legislation to eliminate or rigidly control the aerial applications of pesticides to eradicate the Light Brown Apple Moth; the dues structure and reserve policy for MVCAC; and the effect of proposed budget cuts on our statewide continuing education program.

**LAB DATA FOR BOARD MEETING**  
**May 12 (April 2008 Data)**

**SOLANO COUNTY DATA**

<b>2008 Data</b>	<b>Compared to:</b>	<b>2007 Data</b>
# Light Traps : 26		# Light Traps: 26
# Adult Females: 1,178		# Adult Females: 508
Predominant Species: <i>Culex tarsalis</i> / tied with <i>Culiseta inornata</i> -both 32%		Predominant Species: <i>Culiseta inornata</i>
# Larval Samples: 56		# Larval Samples 20
Predominant Species : <i>Culex tarsalis</i>		Predominant Species : <i>Culex tarsalis</i>
Positive Birds: 0		Positive Birds: 0
1 American crow tested from Dixon		

**STATEWIDE DATA COMPARED TO 2007 (to date)**

**Counties with WNV Activity:**

<b>2008 :8</b>	<b>2007 : 9</b>
Human cases: 0	Human cases :0
Horse cases: 0	Horse cases: 1 : Sonoma (1)
Dead Birds : 13: Kern Co. (1), LA (1), Orange (1),Sacramento (1), San Diego (7), Santa Clara (1) and Sutter (1)	Dead Birds: 22: LA Co. (2), Orange Co. (6), San Diego (5), Santa Clara (8), Stanislaus (1)
Sentinel Chickens: 2: LA Co. (2)	Sentinel Chickens: 2: Imperial (1), Los Angeles (1)
Mosquito Samples: 9 positive: Riverside Co. (9)	Mosquito Samples: 2: Los Angeles (1), Riverside (1)
Squirrels: 0 positive	Squirrels: 0 positive

05/14/08

# Solano County Mosquito Abatement District Warrants Issued

As of May 12, 2008

Date	Num	Name	Amount
<b>General Fund</b>			
5/12/2008	10118	Peter Abers	-40.32
5/12/2008	10119	Jon A. Blegen	-8.00
5/12/2008	10120	Applied	-417.18
5/12/2008	10121	CMVCA Research Foundation	-4,164.00
5/12/2008	10122	IEDA	-222.00
5/12/2008	10123	Patricia Casey	-550.00
5/12/2008	10124	SimplexGrinnell	-185.50
5/12/2008	10125	Praxair	-129.41
5/12/2008	10126	Aramark	-248.80
5/12/2008	10127	Alexander AG Flying Service	-1,950.00
5/12/2008	10128	Alarmtech Security Systems	-150.00
5/12/2008	10129	Fuelman	-1,995.65
5/12/2008	10130	Regional Roofing Company	-1,800.00
5/12/2008	10131	AMCA	-120.00
5/12/2008	10132	P G & E	-718.78
5/12/2008	10133	CMVCA Research Foundation	-207.00
5/12/2008	10134	MCI	-27.96
5/12/2008	10135	A T & T/MCI	-834.86
5/12/2008	10136	Alarmtech Security Systems	-75.00
5/12/2008	10137	Shell Fleet Card	-549.73
5/12/2008	10138	Ramos Oil	-784.37
5/12/2008	10139	Travis Auto Parts	-178.15
5/12/2008	10140	Pacific Hardware	-174.48
5/12/2008	10141	Costco	-264.64
5/12/2008	10142	Bank of America	-2,255.48
5/12/2008	10143	Solano Garbage Company	-238.33
5/12/2008	10144	Western Ranch	-292.78
5/12/2008	10145	Howard Lute <i>Handwritten initials</i>	-100.00
5/12/2008	10146	John Rankine	-100.00
5/12/2008	10147	Jane Gallagher	-100.00
5/12/2008	10148	Mike White	-100.00
5/12/2008	10149	Charles Tonnesen	-100.00
5/12/2008	10150	Joe Anderson	-100.00
5/12/2008	10151	J & W Lawn & Garden Equipment	-25.39
5/12/2008	10152	City of Rio Vista	-16.80
5/12/2008	10153	A T & T Mobility	-215.32
5/12/2008	10154	Kimball Midwest	-232.29
5/12/2008	10155	Ronald Schock	-100.00
5/12/2008	10156	Wm P. Wilson & Sons, Inc.	-6,681.08
Total General Fund			-26,453.30
<b>TOTAL</b>			<b>-26,453.30</b>

05/12/08

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<b>General Fund</b>			
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5/12/2008	10121	CMVCA Research Foundation	-4,164.00
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5/12/2008	10123	Patricia Casey	-550.00
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5/12/2008	10129	Fuelman	-1,995.65
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5/12/2008	10131	AMCA	-120.00
5/12/2008	10132	P G & E	-718.78
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5/12/2008	10134	MCI	-27.96
5/12/2008	10135	A T & T/MCI	-834.86
5/12/2008	10136	Alarmtech Security Systems	-75.00
5/12/2008	10137	Shell Fleet Card	-549.73
5/12/2008	10138	Ramos Oil	-784.37
5/12/2008	10139	Travis Auto Parts	-178.15
5/12/2008	10140	Pacific Hardware	-174.48
5/12/2008	10141	Costco	-264.64
5/12/2008	10142	Bank of America	-2,255.48
5/12/2008	10143	Solano Garbage Company	-238.33
5/12/2008	10144	Western Ranch	-292.78
5/12/2008	10145	Howard Lute — <i>HL</i>	-100.00
5/12/2008	10146	John Rankine	-100.00
5/12/2008	10147	Jane Gallagher	-100.00
5/12/2008	10148	Mike White	-100.00
5/12/2008	10149	Charles Tonnesen	-100.00
5/12/2008	10150	Joe Anderson	-100.00
5/12/2008	10151	J & W Lawn & Garden Equipment	-25.39
5/12/2008	10152	City of Rio Vista	-16.80
5/12/2008	10153	A T & T Mobility	-215.32
5/12/2008	10154	Kimball Midwest	-232.29
5/12/2008	10155	Ronald Schock	-100.00
Total General Fund			-19,772.22
<b>TOTAL</b>			<b>-19,772.22</b>

President

Secretary

*Michael L. White**Jane Gallagher**AKB  
5/12/08*



05/12/08

## Solano County Mosquito Abatement District

## Salaries

As of April 30, 2008

2713  
 5/12/08

Date	Num	Name	Amount
<b>General Fund</b>			
4/15/2008	10007	Baracosa, Victor P.	-2,230.17
4/15/2008	10008	Blegen, Jon A	-3,841.02
4/15/2008	10009	Dula, Gary D.	-1,996.91
4/15/2008	10010	Evkhanian, Carol	-2,246.05
4/15/2008	10011	Gray, Michael K.	-2,143.70
4/15/2008	10012	McCauley, Mark L.	-2,304.14
4/15/2008	10013	Snyder, Richard M.	-2,512.38
4/15/2008	10014	Williams, Gregory A.	-2,275.55
4/15/2008	10015	Wright, Tami S.	-2,235.53
4/15/2008	10016	Employment Development Departm...	-1,456.36
4/15/2008	10017	TASC	-210.01
4/15/2008	10018	Solano County Mosquito Abatement	-15,000.00
4/15/2008	10019	Great-West Life Insurance	-1,700.00
4/30/2008	10100	Baracosa, Victor P.	-2,230.18
4/30/2008	10101	Blegen, Jon A	-3,841.02
4/30/2008	10102	Dula, Gary D.	-1,996.93
4/30/2008	10103	Evkhanian, Carol	-2,246.05
4/30/2008	10104	Gray, Michael K.	-2,143.72
4/30/2008	10105	McCauley, Mark L.	-2,304.16
4/30/2008	10106	Snyder, Richard M.	-2,512.40
4/30/2008	10107	Williams, Gregory A.	-2,275.55
4/30/2008	10108	Wright, Tami S.	-2,235.53
4/30/2008	10109	Employment Development Departm...	-1,456.34
4/30/2008	10110	TASC	-210.01
4/30/2008	10111	PERS	-11,456.53
4/30/2008	10112	Vision Services	-234.30
4/30/2008	10113	Health Care Dental Trust	-876.51
4/30/2008	10114	Great-West Life Insurance	-1,700.00
4/30/2008	10115	SEIU Local 1021	-300.00
4/30/2008	10117	Public Employees Retirement System	-15,500.46
Total General Fund			-93,671.51
<b>TOTAL</b>			<b>-93,671.51</b>

05/12/08

**Solano County Mosquito Abatement District**  
**Balance Sheet**  
 As of April 30, 2008

	<u>Apr 30, 08</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
Checking/Savings	
General Fund	3,103,953.28
Wells Fargo Bank	13,370.71
<b>Total Checking/Savings</b>	<u>3,117,323.99</u>
<b>Other Current Assets</b>	
Accrued Interest Receivable	4,822.47
Deferred Comp	619,700.20
Inventory	87,744.33
State Treasurer/LA/F	977,077.06
Suspense	3,479.16
Unappropriated Reserve	1,647.02
<b>Total Other Current Assets</b>	<u>1,694,470.24</u>
<b>Total Current Assets</b>	<u>4,811,794.23</u>
<b>Fixed Assets</b>	
Accumulated depreciation	-1,344,242.72
Aqua Coulture Equip.	4,107.00
Automotive Equipment	326,362.20
Building	2,694,521.15
Building Improvements	10,199.34
Land	501,804.44
Marine Equipment	13,869.93
Office Equipment	
Computer Equipment	13,746.18
Office Equipment - Other	50,269.48
<b>Total Office Equipment</b>	<u>64,015.66</u>
Tools and Equipment	
Lab Equipment	20,275.29
Tools and Equipment - Other	210,877.68
<b>Total Tools and Equipment</b>	<u>231,152.95</u>
<b>Total Fixed Assets</b>	<u>2,501,789.95</u>
<b>TOTAL ASSETS</b>	<u><u>7,313,584.18</u></u>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
Other Current Liabilities	
Accrued Vacation	109,395.94
CDPH funds	49,912.50
Deferred Comp Payable	619,700.20
DFG Redevelopment Funds	-2,299.23
Fund-Unappropriated Res...	928.00
Inv. In General Fixed Assets	2,603,466.09
<b>Total Other Current Liabilities</b>	<u>3,381,093.50</u>
<b>Total Current Liabilities</b>	<u>3,381,093.50</u>
<b>Total Liabilities</b>	3,381,093.50

05/12/08

**Solano County Mosquito Abatement District  
Balance Sheet**

As of April 30, 2008

	<u>Apr 30, 08</u>
Equity	
Building Construction Fund	177,527.31
Gen. Fund Balance	1,078,066.34
Reserve for Inventory	69,376.33
Retained Earnings	1,776,650.68
Net Income	<u>830,870.02</u>
Total Equity	<u>3,932,490.68</u>
TOTAL LIABILITIES & EQUITY	<u><u>7,313,584.18</u></u>
Cash Balance 2006-2007	\$2,516,217.71
Cash Balance 2007-2008	<u>\$3,103,953.28</u>
	+\$ 587,735.57

GRAND JURY



Hall of Justice  
600 Union Ave  
Fairfield, California  
94533  
(707) 207-7302

<http://www.solanocourts.com>

April 7, 2008

Solano County Mosquito Abatement District  
Board of Trustees  
2950 Industrial Court  
Fairfield CA 94533

Re: 2007-2008 Grand Jury Report Entitled:  
**Solano County Mosquito Abatement District**  
Report Date: April 7, 2008

Enclosed please find a copy of the above named report by the 2007-2008 Solano County Grand Jury. This report is provided to you in advance of public release as provided for in Penal Code §933.05(f). Please note that Penal Code §933.05(f) specifically prohibits any disclosure of the contents of this report by a public agency, its departments, officers or governing body prior to its release to the public, which will occur on April 10, 2008.

The Grand Jury requests that you respond in writing and electronically to the Findings and Recommendations contained in the report pursuant to Penal Code §933.05. This section of the Penal Code is very specific as to the format of the responses. The Penal Code is also specific about the deadline for responses. You are required to submit your response to the Grand Jury within 90 days on or before July 7, 2008.

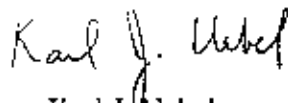
Please send your written responses to:

Ramona Garrett  
Presiding Judge of the Superior Court  
Solano Superior Court  
600 Union Ave  
Fairfield, CA 94533

and provide an electronic copy to the Grand Jury office at Jbharrison@Solanocourts.com.

Responses are public records. Should you have any questions, please contact Jamielynn Harrison, Administrative Assistant to the Grand Jury, at (707) 207-7302.

Sincerely,

A handwritten signature in black ink that reads "Karl J. Uebel". The signature is written in a cursive style with a large, stylized "K" and "U".

Karl J. Uebel  
Foreman  
2007-2008 Solano County Grand Jury

DT/jh  
Enclosure

# **Solano County Mosquito Abatement District**

## **2007-2008 Solano County Grand Jury**

### **Reason for Investigation**

Under the authority of California Penal Code section 925, the 2007-2008 Grand Jury elected to investigate the Solano County Mosquito Abatement District

### **Grand Jury Actions**

- Toured the Mosquito Abatement District Office
- Interviewed Mosquito Abatement District staff
- Viewed mosquito traps
- Reviewed Health and Safety Code sections 2000-2805, 2877-2878, 106925, 116110-116112, 116175-116183
- Reviewed minutes of the Solano County Mosquito Abatement District Board of Trustees
- Reviewed miscellaneous public documents related to mosquito abatement
- Reviewed the Brown Act

### **Background / Summary**

In May 1915, the California State Legislature passed the Mosquito Abatement Act, giving local governments the power to obtain revenues and form special districts to protect the public from the hazards of mosquito bites and mosquito-borne diseases. The Solano County Mosquito Abatement District (SCMAD) was formed in 1930 to control the salt marsh mosquitoes that were breeding in the Suisun Marsh.

SCMAD conducts surveillance and abatement programs for mosquitoes throughout Solano County. SCMAD does not deal with agricultural pests.

California's climate and landscape support a wide diversity of biological organisms. Some of these organisms carry human disease pathogens or directly cause other human disease.

There are 21 species of mosquitoes in Solano County. Twelve are important either as carriers of disease or as pests. Mosquitoes develop during both summer and winter. During the winter months, three species of mosquitoes are produced in the tidal marsh area (over 1200 acres) along San Pablo Bay. All are large, strong fliers and aggressive biters. A female mosquito can lay up to 150 eggs at a time and often has more than one brood. Some mosquitoes feed off of reptiles, frogs and snakes. Male mosquitoes are generally smaller and do not bite.

West Nile Virus is spread by infected mosquitoes. It can cause serious, life-altering disease and sometimes death. In 1999, West Nile Virus was first introduced into the United States in New York City. A mosquito is infected by feeding on a bird with the virus in its blood. In 2006-07, 54 human cases were identified in California. Five cases were in the Dixon/Vacaville area.

SCMAD controls mosquitoes using the most effective and economic measures that produce the least amount of damage to non-target organisms and the environment. A variety of measures are used to eliminate mosquitoes. These may include fogging and aerial or ground spraying. Preventive measures are emphasized. Notice is not necessary before fogging or spraying an area. A district may request an inspection and abatement warrant to inspect and abate the exterior areas of privately owned property to determine the presence of infected mosquitoes. Fogging only kills the adult mosquito. Field technicians use amphibious vehicles to get to remote areas to be sprayed. Heavily populated areas generally have more problems because of the increased opportunity for standing water. Mosquitoes can not live in moving water.

Two types of traps are used to capture mosquitoes to test for the presence of disease organisms. The New Jersey sunlite trap uses a five watt compact florescent bulb built to attract the mosquitoes and is placed outside for one week. The Carbon Dioxide trap is used for overnight trapping. The trapped insects are evaluated at SCMAD laboratory or, if needed, sent for further analysis to the UC Davis Center for Vector-Borne Disease Control.

SCMAD raises and provides Mosquitofish free to residents of Solano County. The Mosquitofish is a live bearing American fish that feeds on mosquitoes. It produces live offspring every 18-30 days depending on the weather. Mosquitofish may be stocked by technicians without special permits. These fish exhibit a high tolerance for a wide range of temperatures. Mosquitofish are bred in two large ponds at SCMAD.

### **Facilities**

SCMAD is housed in a facility built in 1994. It is located at 2950 Industrial Court in Fairfield. The facility is clean and large enough to accommodate staff expansion for many years.

### **Staff**

SCMAD staff consists of nine employees. These include one manager, one secretary, one biologist and six technicians. The six technicians provide abatement services for the entire county and also maintain the equipment. Every district employee who handles, applies or supervises the use of any pesticide for public health purposes must be certified as a Vector Control Technician.

### **Budget**

The total budget for 2006-2007 was \$3,806,879 which includes a reserve of \$914,222. The reserve fund is used as an emergency response fund when an immediate and substantial threat occurs. This may include the rental of aircraft for aerial spraying. Funding comes from property taxes at a rate of \$.50 per \$1,000.

### **Board of Trustees**

The SCMAD Board of Trustees consists of eight members. Each city in Solano County is represented by one member. The eighth is appointed from the unincorporated area by the Board of Supervisors. Members serve a four year term. The Board meets on the second Monday of each month at 7:30 pm and each trustee is reimbursed \$100 per meeting. The agendas for all board meetings are posted next to the front door of the district office where they are easily

visible to the public in conformance with the Brown Act. Meetings are generally less than an hour long. Minutes are incomplete making it difficult for anyone not in attendance to know what issues are discussed. One trustee attended fewer than 30 percent of the meetings.

Although Health and Safety Code section 2029, subdivision (e) mandates that the board of trustees shall adopt rules for its proceedings, this grand jury was unable to obtain any rules or bylaws relating to its proceedings from SCMAD.

### **Findings and Recommendations**

**Finding 1** - The meetings of the Solano County Mosquito Abatement District Board of Trustees are short and minutes are brief.

**Recommendation 1** - Meeting minutes should be more detailed to make it easier for those unable to attend to understand the work of the Board.

**Finding 2** - Health and Safety Code section 2029, subdivision (e) requires that the board of trustees of a mosquito abatement district adopt rules for its proceedings. The Solano County Mosquito Abatement District Board of Trustees apparently has not done so.

**Recommendation 2** - Pursuant to that statute, the Board of Trustees should adopt rules for its proceedings.

**Finding 3** - There are no rules regarding attendance by board members.

**Recommendation 3** - When adopting rules for its proceedings, the Board of Trustees should include minimum standards of attendance.

### **Affected Agencies**

- Solano County Mosquito Abatement District
- Solano County Mosquito Abatement District Board of Trustees

### **Courtesy Copy**

- Solano County Board of Supervisors
- Benicia City Council
- Dixon City Council
- Fairfield City Council
- Rio Vista City Council
- Suisun City Council
- Vacaville City Council
- Vallejo City Council
- UC Davis Center for Vector-borne Disease Research



RESOLUTION NO. 08-02

RESOLUTION SETTING FORTH RULES GOVERNING PROCEEDINGS OF THE  
BOARD OF TRUSTEES OF THE SOLANO COUNTY MOSQUITO ABATEMENT  
DISTRICT

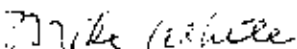
Whereas, it has been a longstanding practice of the board of Trustees ("Board") of the Solano County Mosquito Abatement District to conduct its proceedings in conformance with applicable California law and consistent with procedures commonly employed by public entities throughout the State of California; and,

WHEREAS, the Board now wishes to reduce those rules to writing and formally adopt the same, with the addition of a notification of attendance rule;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE SOLANO COUNTY MOSQUITO ABATEMENT DISTRICT that said Board hereby adopts the document entitled RULES FOR PROCEEDINGS OF THE BOARD OF TRUSTEES OF THE SOLANO COUNTY MOSQUITO ABATEMENT DISTRICT, a copy of which is attached hereto as exhibit "A" and incorporated herein by this reference.

This Resolution of the Board of Trustees of the Solano County Mosquito Abatement District was adopted May 12, 2008 in Fairfield, California by a majority vote of the Board of Trustees then present at the regular meeting of the Board.

AYES: Trustees Schock, Gallagher, White, Rankine, Anderson and Tonnesen  
NOES: None  
ABSTAIN: None  
ABSENT: Trustee Lute



Mike White  
President

## **RULES FOR PROCEEDINGS OF THE BOARD OF TRUSTEES OF THE SOLANO COUNTY MOSQUITO ABATEMENT DISTRICT**

1. Time and Place of Board Meetings. Regular meetings of the board of trustees shall be held on the second Monday of each month at 7:30 p.m. at the district office located at 2950 Industrial Court, Fairfield, California 94533. When a regular meeting falls on a holiday, it will be held on the next business day at 7:30 p.m. at the above-described district office.
2. Ralph M. Brown Act. All meetings of the board of trustees shall be conducted in accordance with the requirements of the Ralph M. Brown Act, commonly referred to as the open meeting law and codified in Chapter 9 (commencing with Section 54950) of Part I of Division 2 of Title 5 of the California Government Code.
3. Order of Business. The order of business to be considered at a board meeting shall, subject to any applicable requirements of the Ralph M. Brown Act, be determined by the president of the board of trustees. The district manager shall provide an agenda with supporting documents to each trustee at least 72 hours in advance of a regular board meeting. The agenda shall also be posted 72 hours prior to the meeting near the front door of the district office at a location visible to the public from the exterior of the building. Board actions shall be limited to items listed on the agenda. Non-agendized items will only be considered when, in conformance with the Ralph M. Brown Act, the board of trustees determines by majority vote that an emergency exists or, by a two-thirds vote of the members present or if less than two-thirds are present then by a unanimous vote of those present, that the need to take immediate action came to the attention of the district subsequent to the posting of the agenda.
4. Roberts Rules of Order. Meetings shall be conducted in accordance with the most recently available edition of Roberts Rules of Order. During all meetings of the board, it shall be the responsibility of the district secretary-bookkeeper to record the minutes. The conduct of the meetings shall enable trustees to consider, weigh the evidence pertaining thereto and make well reasoned decisions with reference to those issues presented to the board for consideration and action.
5. Officers of the Board. The officers of the board of trustees shall consist of a president, vice president and secretary, each of which shall serve for a term of one year. The officers shall be elected by a majority vote of the members of the board of trustees at the regular or a special board meeting in December of each year. The officers shall serve from January first through December thirty-first of the year immediately following the election.
6. Attendance at Board Meetings. Members of the board of trustees shall attend all regular and special meetings of the board unless there is good cause for absence. It is recognized that trustees are appointed one by each Solano County city and one by the Solano County Board of Supervisors and, consequently, the board of trustees does not have the power of removal for lack of attendance. Notwithstanding that attendance may be excused for good cause, if a trustee is absent for four consecutive regular board meetings, the board may instruct the district manager to notify the appointing authority of its appointee's lack of attendance.